Agency IT Transition Summary

A. Agency IT Services Provided by VITA

1. Help Desk
2. Security
3. Production Control
4. Disaster Recovery/COOP Support
5. Network Support Services
6. Desktop Support
7. Operations Process and Project Management
8. Operations Quality Control
9. Telecommunication Services (Data, Voice, Video)
10. Seat Management
11. Infrastructure Acquisition and Management

B. Agency Obligations

1. Collaborate with ESD/SLD to support agency technology needs
2. Complete transition requirements
   a. Transfer designated contracts
   b. Transfer designated assets
   c. Transfer of designated personnel
3. Provide authorization of IT-related expenditures
4. Procure IT goods and services through VITA
5. Provide office space/supplies
6. Comply with VITA policies/procedures
7. Comply with terms of "Transition Overview" document, including Special Notations and Federal Funding specifications

C. VITA Obligations

1. Maintain current service support levels
2. Provide strategic support
3. Provide procurement services (purchasing and contract oversight)
4. Provide personnel and human resource support for transitioning employees
5. Comply with terms of "Transition Overview" document, including Special Notations and Federal Funding specifications